

# GIFT DONATION FORM

McCain Library / Erskine College and Seminary

*Please complete this form and leave it with the item(s) that you are donating, even if you wish your gift to remain anonymous.*

**NAME** \_\_\_\_\_

**DATE** \_\_\_\_\_

**STREET ADDRESS** \_\_\_\_\_

**PHONE** \_\_\_\_\_

**CITY, STATE, ZIP** \_\_\_\_\_

**EMAIL** \_\_\_\_\_

The library typically identifies gift books added to the collection with a gift book plate affixed inside the front cover. Other gift items aside from books are similarly identified as gift items with some form of identifying marker.

Would you like for a gift plate to be placed on your gift item(s)?  YES  NO, I wish for my gift to be anonymous.

If you answered YES, should the gift plate indicate:

Given by                      Please print on the line below exactly as you would have it appear:

\_\_\_\_\_

In Honor of                      Please print on the line below exactly as you would have it appear:

\_\_\_\_\_

In Memory of                      Please print on the line below exactly as you would have it appear:

\_\_\_\_\_

Our policy states that the library may add proffered gifts in kind to the collection or dispose of them at its discretion. Gifts in kind will be evaluated using the same criteria as those used for potential purchases. McCain Library thanks you for your donation.